

# HOLIDAY SHUTDOWN PERIOD

## Site Mitigation Checklist

<b>SITE ADDRESS:</b>	
<b>INSPECTED BY:</b>	
<b>DATE:</b>	

INSPECTION CHECKLIST	YES	NO	N/A
<b>Site Security:</b>			
Fencing or hoarding in place around the full perimeter			
Gates locked and access points secured			
CCTV and/or monitored alarm systems installed (especially on high-risk sites)			
All containers, cabins, and storage units locked			
<b>Tools, Equipment &amp; Materials:</b>			
Remove or lock away tools and valuables			
Immobilise plant and vehicles (e.g. remove keys, apply locks)			
Use security tracking for high-value items			
Shield larger items from view and secure loose materials			
<b>Weatherproofing:</b>			
Temporary structures secured against high winds			
Tarpaulins or sheeting used to cover exposed works			
Gutters, gullies, and drains cleared			
Roof fixings and scaffolding checked for storm-readiness			
<b>Fire &amp; Arson Prevention:</b>			
Remove all waste and flammable materials			
Position skips away from boundaries and buildings			
Lock up fuel and hazardous substances			
<b>Protecting the Public:</b>			
Remove ladders and scaffold access			
Cover or barrier all excavations, pits, or drops			
Display clear warning signage			
Consider location-specific risks (e.g. proximity to schools, parks, shops)			
<b>Emergency Prep:</b>			
Display up-to-date emergency contact numbers on hoarding			
Nominate a site contact to handle out-of-hours issues			
Inform neighbouring businesses or properties of shutdown dates and contact info			